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By-Laws

OF THE



BOARD OF REGENTS

OF THE

✓
UNIVERSITY OF CALIFORNIA.

ADOPTED MAY 18th, 1880.

California University. Regents

By-Laws

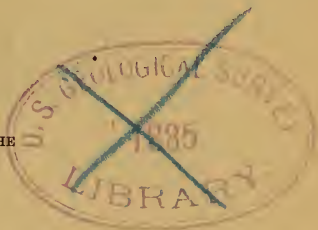
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OF THE

BOARD OF REGENTS OF THE UNIVERSITY OF CALIFORNIA.

OFFICERS.

1. The officers of the Board shall consist of the Governor, who shall be the President, as provided by law, a Secretary, and Treasurer.

REGULAR MEETINGS.

2. The regular meetings of the Board shall be quarterly, on the first Tuesday of September, December, March, and June, and the last named shall be the annual meeting, and shall be held at the University, Berkeley. The hour and the place of meetings, when not fixed by the Board or by the President, shall be designated by the Secretary; but the Board may adjourn its regular meetings, from time to time, at its discretion.

SPECIAL MEETINGS.

3. Special meetings may be called at any time by the President, or by any three members, through the Secretary, who shall notify each member of the time, place, and object of such meetings. Notices addressed to the members at their respective places of residence,

and deposited in the Post-office six days before the meeting, shall be sufficient.

QUORUM.

4. As provided by law, seven Regents constitute a quorum for the transaction of business; and any meeting may be adjourned, and its business continued, by the vote of a majority of the Regents present.

MEMBERSHIP.

5. The absence of any appointed Regent for four successive regular meetings of the Board shall—unless the Board for good cause, such as sickness, temporary absence from the State, by a vote of record expressly excuse such absence—make it the duty of the Secretary to address such Regent, in writing, inquiring whether he intends by such absence to express his desire to resign his office; and in the absence of any reply thereto, or reasonable excuse for such absence, he shall be requested to resign.

DUTIES OF OFFICERS.

Of the President.

6. It shall be the duty of the President of the Board to preside at its meetings, and to direct the calling of special meetings when they shall seem to him expedient. In case of his absence, or of his inability to act, his place may be supplied, *pro tempore*, for that meeting, by any member of the Board who may be chosen for that purpose.

Of the Secretary.

7. It shall be the duty of the Secretary to call all meetings of the Board when so directed; to keep and duly record the minutes of its proceedings in a book provided for that purpose; to discharge the duties required of him by law; and to assist the President, the committees of the Board, and the Treasurer, in the discharge of their duties, whenever required by them. In case of the absence of the Secretary, or of his inability to act, his place may be supplied, *pro tempore*.

Of the Treasurer.

8. It shall be the duty of the Treasurer to collect, receive, and take charge of all moneys of the corporation; to disburse them on the order of the President of the Board, countersigned by the Secretary; to make a full report of his receipts and disbursements at the annual meeting, and at such other times as the Board may direct.

Committee on Instruction and Visitation.

9. There shall be a Committee of Instruction and Visitation, whose duties shall be to visit the University, to learn what are the methods of instruction and government; to make themselves personally acquainted with the mode in which daily recitations and public examinations are conducted; and to inquire and report upon the condition, the prospects, and the wants of the institution. They shall make an annual report to the Board of Regents, and may report at any meeting, in their discretion. They shall also act as an Advisory Committee, and assist the President of the University

with their counsel in his executive functions. This committee shall consist of five members of the Board, and shall be chosen, by ballot, at the annual meeting, and shall hold their places until successors are elected.

OTHER STANDING COMMITTEES.

10. In addition to the Committee on Instruction and Visitation, there shall be five Standing Committees, as follows:

On Endowment, Finance and Audit.

On Buildings, Grounds, and other property.

On Law.

On Congressional Land Grant.

On the Library and Museum.

These committees shall consist of three members each, and the Secretary of the Board shall notify the members and attend their meetings and keep a minute of their proceedings in a suitable record book. The Board, at its annual meeting, may nominate the members of the several standing committees, and recommend them to the President for his confirmation.

Duties of Standing Committees.

11. The standing committees are specially charged with the immediate care and supervision of the subject matters indicated respectively by their titles. All questions relating to their particular departments, requiring reference, shall be severally referred to them, and they shall report progress, or finally, at the meeting next following the date when the matter was referred to them. In case any matter is referred to two or more of said committees, or of a Special Committee appointed to

act with any Standing Committee, then the proper committees shall unite and form a Joint Committee, and a majority report of said Joint Committee shall be regarded as a majority report of each of said committees so joined. The Joint Committee shall elect its own Chairman.

SECRETARY AND TREASURER.

12. A Secretary and Treasurer shall be elected by the Board by ballot, who shall give bonds for such amounts and in such form as the Board shall prescribe, immediately after their election.

VACANCIES.

13. In case vacancies occur at any time in the committees, or in any of the offices of the Board, or of the University, they may be filled for the remainder of the term of office at any meeting of the Board.

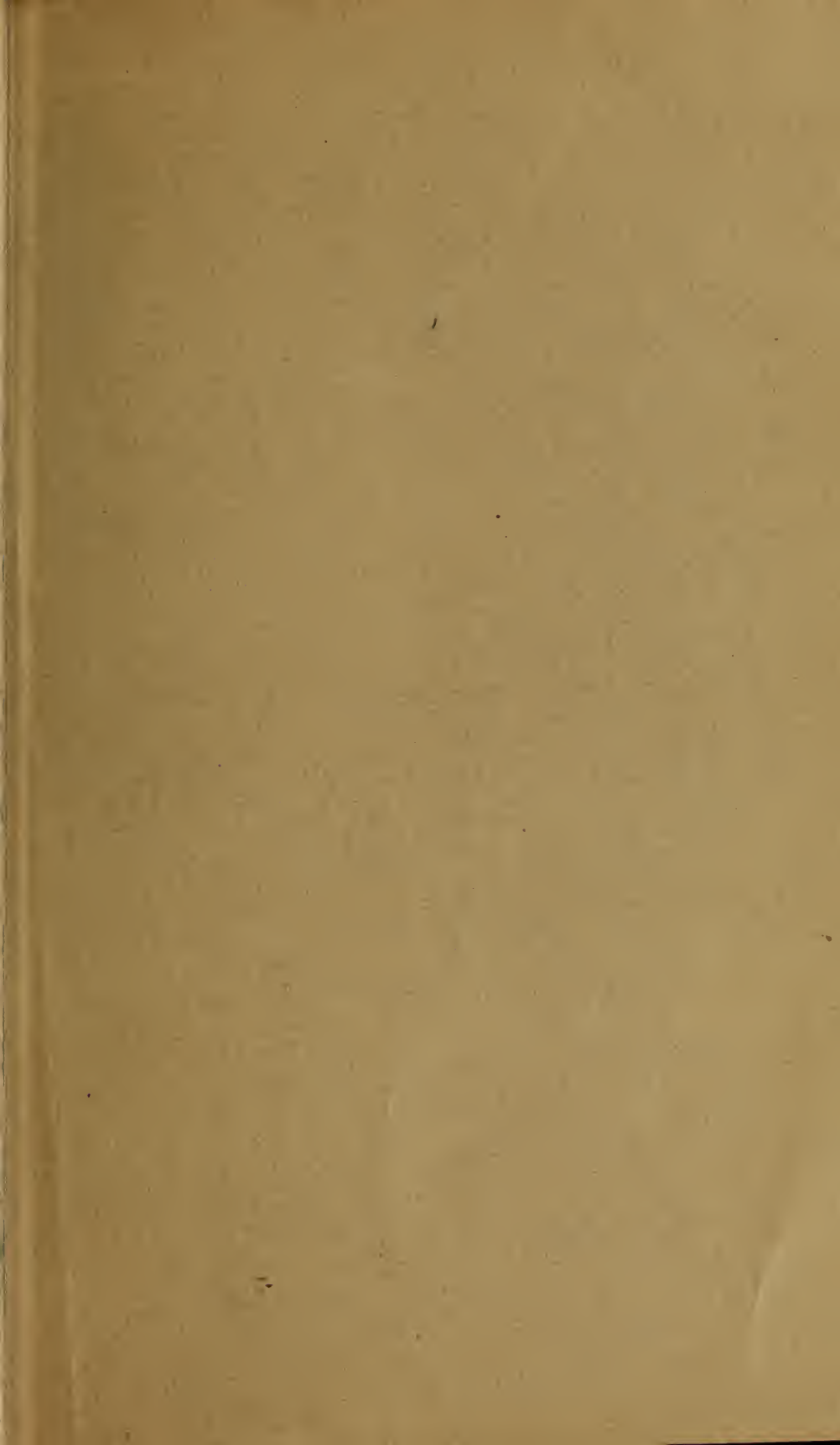
RULES OF ORDER.

14. The Board shall transact its business according to Rules of Order to be adopted by the Board, and which shall be strictly enforced.

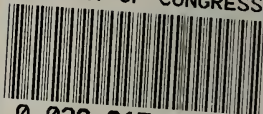
ORDER OF BUSINESS.

15. The following shall be the Order of Business:
 1. Roll call.
 2. Reading, correction, and approval of the minutes of the last meeting.
 3. The special business for which the meeting is called, if the meeting be special.
 4. Reports of Standing Committees.
 5. Reports of Special Committees.
 6. Motions and resolutions.
 7. Unfinished business.
 8. New business.
 9. Miscellaneous business, including general conversation respecting the business and interests of the University.
 10. All resolutions shall be presented in writing.
 11. Adjournment.

But this Order of Business may be suspended at any meeting, by a vote of two thirds of the Regents present; and a motion to adjourn shall be always in order, except when the previous question shall have been ordered.



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